ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Curriculum Committee Agenda

STAT

FROM:

ADC/OTE
1025 C of C

STAT

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. EXO/OTE				
2. C/CTD				
3. C/ISTD				
4. C/ITD				
5. C/LDD				
6. C/LTD				
7. C/SACTD				
8. C/WOTD				
9. C/TSD				
10. C/CBTG				
11. C/MPB				
12. PED				
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EXTENSION

NO.

DATE

FORM 610 USE PREVIOUS EDITIONS
1-79

GPO : 1983 O - 411-632

A G E N D A

CURRICULUM COMMITTEE MEETING

18 December 1985

1000 - 1200 Hours, D/OTE Conference Room

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1000 - 1010	- Catalog Update (paper attached)	
1010 - 1020	- SIS Elective Update	
1020 - 1045	- Recruitment Course	
1045 - 1100	- Personal Vulnerability Awareness Training (paper attached)	

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1100 - 1105	- _____ Request on Polygraph Briefings (paper attached)
1105 - 1115	- Course Categories
1115 - 1130	- Schedule of Course Reviews
1130 - 1135	- Course Reports Revised
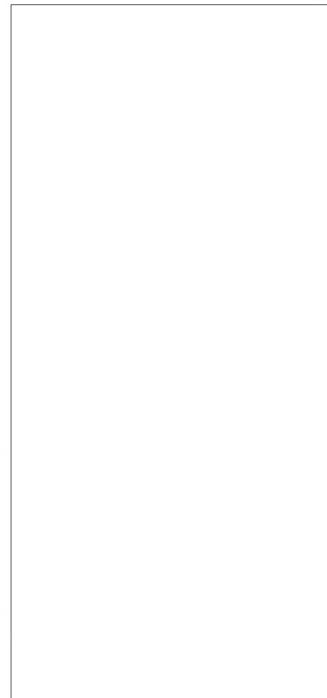
CATALOG UPDATE - 5 Dec 1985

Information Received	Information Needed
Overall Descriptions on:	Overall description OTD and sequencing ??
CTD	
LTD	WOTD Overall description and sequencing ??
ISTD plus sequencing	
MTB/LDD sequencing	Overall Description of LDD & Executive Dev sequencing??
CTB/SACTD	Overall Description of SACTD
(separate?)	& ASB & STB sequencing
ITD/ATB & TIB sequencing	Overall Description of ITD & something on Soviet Program

COMPONENT CONDUCTED TRAINING

Nothing received from DDA or DDI

Most of the DDO course descriptions are in (have agreed to publish).

DCI & S&T have submitted all their info.

OTHER

Binders are in and are being stored in Central Depot until requested.

Covers are at P&PD -- they will send Dylux copy for proofing.

Title page being printed.

AIM CATALOG

Editing process to existing files. (Whew!)
More space requested. System folder requested. (Waiting on OIT.)
Scheduled meeting to take place next week (9-13).

excellent

talk it the next step. I also want to make sure it get to the DD's. For benny purposes, maybe we should include as an attachment list of members.

OTE 85-1616

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration

25X1   FROM:

Director of Training and Education

SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

1. This memorandum summarizes the recent initiatives undertaken to
ensure that all CIA employees are made aware of the active measures and
methods used by foreign intelligence services to subvert and recruit them.

2. In the fall of 1985, we established the Personal Vulnerabilities
Awareness Training Committee, composed of representatives from the Office
of Security (OS), the Office of Medical Services (OMS), Counter-
intelligence (CI) Training Staff from the DO, and the Office of Training
and Education (OTE). The committee has examined the existing programs
designed to make CIA employees aware of their vulnerabilities to hostile
services. The indoctrination and training effort currently ~~is as follows:~~ *unknown*

> *during*

o The Security Education Group, OS is providing ~~broad-based~~
  orientation and reinforcement through its EOD briefings, the
  reinvestigation process, travel briefings, and on-going
  reindoctrination briefings.

o OMS currently reviews all applicants prior to EOD to determine
  suitability for employment. The California Psychological
  Inventory (CPI) will be added for all applicants early in the
  hiring process with results available prior to psychiatric
  screening. To assist in detecting early signs of change
  associated with stress factors experienced during the
  three-year trial period, OMS will administer the Minnesota
  Multi-phasic Personality Inventory (MMPI) to all employees at
  the three-year review. Supervisors will be required to submit
  a written statement addressing critical behavior factors to OMS
  after the three-year trial period. Similar statements will be
  required as part of the overseas psychiatric evaluation. OMS
  encourages that all employees traveling PCS should be given a
  full-scale psychiatric interview, including family members.
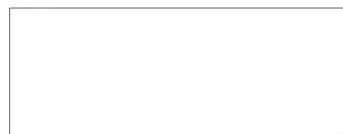
CONFIDENTIAL

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SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

- o The CI Staff of the DO annually conducts three four-day CI orientation courses, three two-day CI operations seminars, and supports Directorate-wide training with CI operations or target briefings as requested.

- o OTE provides personal vulnerability awareness in operations-oriented courses.

4. All agree that we need more. In particular, we must seek to reach all employees at differing times in their careers with information and training, and we need to provide better mechanisms to spot employees who may be or who have become particularly vulnerable. In this vein, the committee members have proposed the following initiatives for further development and implementation:

- o OS proposes sponsoring a reindoctrination program for ALL personnel to be given at the conclusion of the trial period with emphasis directed toward the vulnerabilities exploited by foreign services.

- o OMS is proposing that a psychiatric interview be conducted for every Agency applicant.

- o CI Training Staff will assist OTE in the design and development of a training program for ALL Agency employees which will specifically address the exploitation techniques employed by foreign intelligence services.

- o OTE will develop a workshop for Agency managers should be developed to improve their skills in the observation and diagnosis of potentially exploitable vulnerabilities. This workshop would be included in appropriate management training courses.

- o Improved training or briefings for clericals and the spouses of Agency personnel.

- o OTE and OS will collect case studies where personnel were exploited by foreign services. Cases will be introduced into appropriate training courses.

- o Implement a counterintelligence/personal vulnerabilities workshop for OTE course chairpersons who will then be charged with developing segments for introduction into such courses as Introduction to CIA, New Analyst Course, Career Trainee Development Course, etc.

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SUBJECT: Initiatives to Improve CIA Employee Vulnerabilities

5. The committee ~~continues to meet and~~ will move to implement these recommendations as well as identify additional means for reducing the vulnerabilities of CIA employees.

25X1

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)				
Briefing on the Polygraph				

STAT

FROM:	EXTENSION	NO.
Director of Security		OS 5-1930
		DATE **6 DEC 1985**

TO: (Officer designation, room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. D/OT&E 1026 C of C				
2.	12/11	12/11		
3. E/O ADC DDTE		12/11		
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6 DEC 1985

MEMORANDUM FOR: Director of Training and Education

STAT

FROM:

Director of Security

SUBJECT: Briefing on the Polygraph

1. As you well know, the Polygraph Division receives considerable attention and some condemnation from all segments of the Agency. Polygraph is a lonely profession and not well understood by most people, including Agency employees who are subject to polygraph testing several times in a career. In the interest of making the Agency's polygraph program better understood, both in theory and in application, I have directed the Polygraph Division to construct a briefing concerning their profession. It has already been presented to several groups and fairly well-received. It is not a technical presentation and can be as formal or as informal as the occasion and audience requires.

2. We believe that the briefing can do a great deal of good from the standpoint of explaining the Agency's polygraph program to our employees. To promote it, we request that the Office of Training consider making it one of the presentations normally given in the Career Trainee Course, the Mid-Career Course, Senior Seminars, etc.

3. I have directed the Chief, Security Education Group and the Chief, Polygraph Division to make themselves available to any member of your staff who you may select to explore the possibilities of my request.

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OS 5-1930